



City of  
**Peterborough**

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**To:** **Members of the Budget Committee**

**From:** **Sandra Clancy, Director of Corporate Services**

**Meeting Date:** **January 12, 2015**

**Subject:** **Report CPFS15-001**  
**2015 Budgets for Outside Agencies and Boards**

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## **Purpose**

A Report to inform Council that the 2015 Budget submissions of the Peterborough Police Service, Fairhaven, the Peterborough County/City Paramedics Service (PCCP), the Otonabee Region Conservation Authority (ORCA) the Peterborough County/City Health Unit (CCHU), and Peterborough Economic Development (PED) will be reviewed on Tuesday, January 13, 2015.

## **Recommendations**

That Council approve the recommendations outlined in Report CPFS15-001, dated January 12, 2015, of the Director of Corporate Services as follows:

- a) That presentations and budget details presented to the January 13, 2015 Budget Committee by the Peterborough Police Service, Fairhaven, the Peterborough County/City Paramedics Service, the Otonabee Region Conservation Authority, the Peterborough County City Health Unit, and Peterborough Economic Development, be received.
- b) That the \$250,000 provision for Fairhaven – City's Levy Operating Support included in the 2015 Draft Operating Budget and on page 164 of the 2015 Highlights Book be increased to \$333,333 and that the additional \$83,333 be transferred from General Contingency on page 149 of the 2015 Highlights Book decreasing it from \$903,966 to \$820,633.

- c) That the \$953,751 provision for Peterborough Economic Development included in the 2015 Draft Operating Budget on page 170 of the 2015 Highlights Book be increased by \$8,748 to \$962,499 and that the \$17,496 provision for Primary Health Care Operating Support included in the 2015 Draft Operating Budget on page 171 of the 2015 Highlights Book be reduced by \$8,748 to \$8,748.

## **Budget and Financial Implications**

There are no additional budget and financial implications of the recommendation.

## **Background**

The Budget Committee is scheduled to review the 2015 Draft Budget during the week of January 12, 2015.

Tuesday, January 13, 2015 has been set aside to review budget requests from outside Boards and Agencies. If requested, representatives from the Police, Fairhaven, PCCP, ORCA, the CCHU and PED are prepared to attend to make a short presentation and answer questions about the 2015 amounts that are included in the Draft 2015 Budget. The Budget Committee will resume its review of City departments on Wednesday, January 14, 2015.

The 2015 Draft Budget includes high-level summaries of information presented by the Boards and Agencies. Chart 1 summarizes the 2014 approved budget and the amount included in the Draft 2015 Budget for each agency or board and provides page references to the various 2015 Budget documents.

Chart 1

2015 Amounts Included in Draft Operating Budget for Outside Agencies and Boards that will attend the January 13, 2015 Budget Committee review

Service		2014 Approved	2015 Draft Budget	% Difference	\$ Difference	Budget Document	Page
Police	- Operating Support	22,074,360	22,785,057	3.2%	710,697	Highlights Book	157
						2015 Operating Budget Details	144
	- Capital Financing	692,000	663,000	-4.2%	-29,000	2015 Capital Budget Details	519
		22,766,360	23,448,057		681,697		
Fairhaven	- Debt Servicing	679,074	679,054	0.0%	-20	Highlights Book	164
	- Operating Support	0	250,000	0.0%	250,000	2015 Operating Budget Details	146
	- Capital Financing	175,800	184,800	5.1%	9,000	2015 Capital Budget Details	56
		854,874	1,113,854	30.3%	258,980		
Peterborough County/City Paramedics Service		4,228,687	4,310,226	1.9%	81,539	Highlights Book	165
						2015 Operating Budget Details	148
Otonabee Region Conservation Authority		649,600	662,592	2.0%	12,992	Highlights Book	167
						2015 Operating Budget Details	150
Peterborough County City Health Unit		1,126,490	1,159,151	2.9%	32,661	Highlights Book	168
						2015 Operating Budget Details	152
	Capital Financing	82,300	89,700	9.0%	7,400	2015 Capital Budget Details	63
	Drug Strategy Funding	30,650	31,263	2.0%	613	Highlights Book	92
		1,239,440	1,280,114	3.3%	40,674		
Peterborough Economic Development		878,778	953,751	8.5%	74,973	Highlights Book	170
						2015 Operating Budget Details	154
Primary Health Care Services Peterborough		0	17,496	0.0%	17,496	Highlights Book	171

Chart 2 summarizes the amounts included in the Draft Operating Budget and requests that will be made to Budget Committee. Additional budget details for each organization are appended to this report and further information will be provided by the representatives on January 13, 2015.

Chart 2

## 2015 Operating Budget Submissions for Outside Agencies and Boards; Differences from OPBUD Request

Service		2015 Draft Budget	2015 Presentation Request	% Difference	\$ Difference
Police	- Operating Support	22,785,057	23,492,643	3.1%	707,586
	- Capital Financing	663,000	663,000	0.0%	0
		23,448,057	24,155,643	3.0%	707,586
Fairhaven	- Debt Servicing	679,054	679,054	0.0%	0
	- Operating Support	250,000	333,333	33.3%	83,333
	- Capital Financing	184,800	184,800	0.0%	0
		1,113,854	1,197,187	7.5%	83,333
Peterborough County/City Paramedics Service		4,310,226	4,337,255	0.6%	27,029
Otonabee Region Conservation Authority		662,592	665,899	0.5%	3,307
Peterborough County City Health Unit		1,159,151	1,194,016	3.0%	34,865
	Capital Financing	89,700	89,700	0.0%	0
	Drug Strategy Funding	31,263	31,263	0.0%	0
		1,280,114	1,314,979	2.7%	34,865
Peterborough Economic Development		953,751	962,499	0.9%	8,748
Primary Health Care Services Peterborough		17,496	8,748	-50.0%	-8,748

The 2015 Operating and Capital Budget recommendations aa), bb) and cc) in Report CPFS14-035 (dated December 8, 2014 and included in the 2015 Highlights Book) provide for the adjustments of PCCP, ORCA and the PCCHU based on the Agency's or Board's final approved budgets, through the City's general contingency provision, should the need arise.

### Police Budget

The 2015 Guideline Report, Report CPFS14-020 dated July 21, 2014, included recommendation (d) which reads as follows:

"That the draft 2015 Operating Budget reflect a 3.2% increase in the net Peterborough Community Police Services Budget to be accommodated within the 2% general increase, and any increase in the net Police Services budget beyond the 3.2% be addressed by the 2015-2018 Council and the Peterborough Police Services Board as part of the detailed 2015 Budget deliberations to occur in January of 2015".

The Police Services Board has submitted a budget reflecting an increase of 6.43% or \$1,418,283 over the 2014 approved budget. \$710,697 or an increase of 3.2% has been included in the Draft 2015 Operating Budget and an amount of \$707,586 is not included

in the Draft 2015 Operating Budget. Council will need to decide, as part of its detailed 2015 Budget deliberations, whether or not it is prepared to add to the Draft 2015 Budget tax requirement or reduce the tax requirement included in another area of the Draft Budget – to provide all or some of the \$707,586 difference between the 3.2% increase reflected in the Draft Budget and the 6.43% Board request. If Council does not do one of these two things or does it for less than the full \$707,586, they will, in effect, not be approving the Peterborough Police Board's budget request and will be returning the budget back to the Board for further consideration.

### **Police Budget Detail**

At the meeting of Council on August 5, 2014, recommendation f) was added to Report CPFS14-020 and reads as follows:

- f)
  - i) Whereas Section 39(2) of the Police Services Act stipulates the format of the Police estimates, the period that they cover and the timetable for their submission shall be determined by the Council;
  - i) And in order for the 2015-2018 Council to better understand the Peterborough Police Service Board's 2015 Operating Budget request; and to be able to have meaningful discussion with the Board about potential new financial efficiencies;
  - ii) The Peterborough Police Services Board be requested to provide its 2015 operating budget information in the same format that was provided for the Police Board Budgeted 2014 Expense Activity as set in Chief Administrative Officer's Report CAO14-008 dated March 31, 2014;
  - iii) And that this information be provided to Council prior to the Budget Committee's detailed review of the 2015 Draft Budget in January 2015.

The line item detail provided in Appendix A responds to Council's request.

### **Fairhaven**

Fairhaven has experienced a significant decrease in their annual provincial funding in the past two years. For 2014, despite several cost reductions, a deficit of \$350,000 to \$400,000 is anticipated. Under Section 4.0 of the current agreement dated October 17, 2001, it states it is the expectation of the parties that Fairhaven will operate within a balanced operational budget, but in the event that Fairhaven experiences an operating deficit in any year in the future, such deficit shall be funded by the parties on the basis of two-thirds (2/3) from the City and one-third (1/3) from the County. Based on the agreement and cash flow concerns, an amount of \$233,333 ( $\$350,000 \times 2/3$ ) was paid to Fairhaven from the City in September and will be reported out to Council on January 26, 2015 in the Preliminary December 31, 2014 Financial Report.

For 2015, when the budget was set, a similar deficit was expected. However, further decreases in the provincial funding mean a projected deficit of \$500,000 with a City share of \$333,333. Fairhaven will continue to discuss the funding formulas with the Ministry and will provide an update to Budget Committee on January 13, 2015.

### **Peterborough County City Health Unit**

The additional request of \$34,865 from the PCCHU is a reflection of the current operating estimates if the PCCHU moves to a new location on King Street. Representatives from the PCCHU will be attending the January 26, 2015 Committee of the Whole to give Council a full update on the anticipated relocation.

### **Peterborough Economic Development**

The transfer of the Doctor Recruitment program to Primary Health Care Services Peterborough has been delayed by six months. As such, an amount of \$8,748 representing 50% of the annual cost to the City will continue to be paid to PED and it is recommended that the budget be adjusted to reflect this change.

Submitted by,

Sandra Clancy  
Director of Corporate Services

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Attachments:

Appendix A: 2015 Police Budget  
Appendix B: 2015 Fairhaven  
Appendix C: 2015 Peterborough County/City Paramedics  
Appendix D: 2015 ORCA Budget  
Appendix E: 2015 Peterborough County/City Health Unit Budget  
Appendix F: 2015 Peterborough Economic Development Budget

Appendix A

## **2015 Peterborough Police Budget**

# CITY OF PETERBOROUGH

## 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	2015 Recommended	Variances 2014 - 2015 Budget	
				Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
<b>POLICE SERVICES</b>					
Executive	769,692	769,692	802,053	4.2%	32,361
Operations	13,442,297	13,442,297	14,283,978	6.3%	841,681
Administrative Support	5,196,230	5,196,539	5,303,246	2.1%	107,016
Investigative Services	4,714,163	4,714,925	4,771,544	1.2%	57,381
Communications and Technology	0	0	0	0.0%	0
	<b>24,122,382</b>	<b>24,123,453</b>	<b>25,160,821</b>	<b>4.3%</b>	<b>1,038,439</b>
<b>Police Services Revenue</b>	<b>2,068,313</b>	<b>2,068,353</b>	<b>1,950,121</b>	<b>-5.7%</b>	<b>-118,192</b>
<b>NET POLICE SERVICES EXPENDITURE</b>	<b>22,054,069</b>	<b>22,055,100</b>	<b>23,210,700</b>	<b>5.2%</b>	<b>1,156,631</b>
<b>POLICE BOARD</b>					
Police Board Expenses	259,871	259,871	281,943	8.5%	22,072
<b>TOTAL GROSS POLICE SERVICES</b>	<b>24,382,253</b>	<b>24,383,324</b>	<b>25,442,764</b>	<b>4.3%</b>	<b>1,060,511</b>
<b>TOTAL REVENUE POLICE SERVICES</b>	<b>2,068,313</b>	<b>2,068,353</b>	<b>1,950,121</b>	<b>-5.7%</b>	<b>-118,192</b>
<b>NET COST POLICE SERVICES SUBMITTED</b>	<b>22,313,940</b>	<b>22,314,971</b>	<b>23,492,643</b>	<b>5.28%</b>	<b>1,178,703</b>
<b>DIFFERENCE - PSB ASK AND PROVISION WITHIN GUIDELINE</b>	<b>0</b>	<b>0</b>	<b>-707,586</b>	<b>0.0%</b>	<b>-707,586</b>
Transfer from Reserve	-239,580	-239,580	0	-100.0%	239,580
<b>NET COST POLICE SERVICES</b>	<b>22,074,360</b>	<b>22,075,391</b>	<b>22,785,057</b>	<b>3.2%</b>	<b>710,697</b>



# CITY OF PETERBOROUGH

## 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	2015 Recommended	Variances 2014 - 2015 Budget	
				Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
<b>Police Board</b>					
Personnel	104,371	104,371	108,843	4.3%	4,472
Materials, Supplies	10,250	10,250	10,350	1.0%	100
Fees, Debt Charges	135,000	135,000	152,500	13.0%	17,500
Travelling, Training	10,250	10,250	10,250	0.0%	0
Recoveries	0	0	0	0.0%	0
	<b>259,871</b>	<b>259,871</b>	<b>281,943</b>	<b>8.5%</b>	<b>22,072</b>
<b>NET REQUIREMENT</b>	<b>259,871</b>	<b>259,871</b>	<b>281,943</b>	<b>8.5%</b>	<b>22,072</b>

# CITY OF PETERBOROUGH

## 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	2015 Recommended	Variances 2014 - 2015 Budget	
				Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
<b>Executive</b>					
Personnel	727,672	727,672	760,033	4.4%	32,361
Contractual	0	45,421	0	0.0%	0
Materials, Supplies	6,500	6,500	6,500	0.0%	0
Fees, Debt Charges	0	0	0	0.0%	0
Travelling, Training	35,520	35,520	35,520	0.0%	0
Transfer to Capital	0	0	0	0.0%	0
Transfer from Reserves	0	-45,421	0	0.0%	0
	<b>769,692</b>	<b>769,692</b>	<b>802,053</b>	<b>4.2%</b>	<b>32,361</b>
<b>NET REQUIREMENT</b>	<b>769,692</b>	<b>769,692</b>	<b>802,053</b>	<b>4.2%</b>	<b>32,361</b>

# CITY OF PETERBOROUGH

## 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	2015 Recommended	Variances 2014 - 2015 Budget	
				Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
<b>Operations</b>					
Personnel	13,185,292	13,185,292	13,902,976	5.4%	717,684
Contractual	64,150	64,150	170,797	166.2%	106,647
Materials, Supplies	105,650	105,650	123,300	16.7%	17,650
Repairs, Maintenance	13,900	13,900	13,900	0.0%	0
Fees, Debt Charges	0	0	0	0.0%	0
New Equipment	0	0	0	0.0%	0
Equipment Rentals	500	500	200		
Travelling, Training	72,805	72,805	72,805	0.0%	0
Recoveries	0	0	0	0.0%	0
	<b>13,442,297</b>	<b>13,442,297</b>	<b>14,283,978</b>	<b>6.3%</b>	<b>841,981</b>
<b>Other Recoveries</b>	455,000	455,000	455,000	0.0%	0
	<b>455,000</b>	<b>455,000</b>	<b>455,000</b>	<b>0.0%</b>	<b>0</b>
<b>NET REQUIREMENT</b>	<b>12,987,297</b>	<b>12,987,297</b>	<b>13,828,978</b>	<b>6.5%</b>	<b>841,981</b>

# CITY OF PETERBOROUGH

## 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	2015 Recommended	Variances 2014 - 2015 Budget	
				Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
<b>Administrative Support</b>					
Personnel	3,657,465	3,657,774	3,742,563	2.3%	85,098
Contractual	690,990	690,990	714,707	3.4%	23,717
Materials, Supplies	273,487	273,487	274,187	0.3%	700
Repairs, Maintenance	422,250	422,250	419,750	-0.6%	-2,500
Fees and Debt Charges	103,213	103,213	109,214	5.8%	6,001
Travelling, Training	45,390	45,390	45,390	0.0%	0
Recoveries	-6,000	-6,000	-12,000	-100.0%	-6,000
Transfer to Reserve	9,435	9,435	9,435	0.0%	0
	<b>5,196,230</b>	<b>5,196,539</b>	<b>5,303,246</b>	<b>2.1%</b>	<b>107,016</b>
<b>Other Revenue</b>	356,537	356,537	567,465	<b>59.2%</b>	<b>210,928</b>
	<b>356,537</b>	<b>356,537</b>	<b>567,465</b>	<b>59.2%</b>	<b>210,928</b>
<b>NET REQUIREMENT</b>	<b>4,839,693</b>	<b>4,840,002</b>	<b>4,735,781</b>	<b>-2.1%</b>	<b>-103,912</b>
<b>Revenue</b>					
Lakefield Policing Contract	866,966	867,006	534,335	<b>-38.4%</b>	<b>-332,631</b>
Other Revenues	196,500	196,500	196,500	<b>0.0%</b>	<b>0</b>
Transfer from Reserves	239,580	239,580	0	<b>-100.0%</b>	<b>-239,580</b>
<b>NET REQUIREMENT</b>	<b>1,303,046</b>	<b>1,303,086</b>	<b>730,835</b>	<b>-43.9%</b>	<b>-572,211</b>

# CITY OF PETERBOROUGH

## 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	2015 Recommended	Variances 2014 - 2015 Budget	
				Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
<b>Investigative Services</b>					
Personnel	4,557,428	4,558,190	4,626,803	1.5%	69,375
Contractual	0	0	0	0.0%	0
Materials, Supplies	105,185	105,185	91,241	-13.3%	-13,944
Repairs, Maintenance	2,000	2,000	4,000	100.0%	2,000
Fees, Debt Charges	0	0	0	0.0%	0
Rental	1,000	1,000	1,300		
New Equipment	0	0	0	0.0%	0
Travelling, Training	48,550	48,550	48,200	-0.7%	-350
	<b>4,714,163</b>	<b>4,714,925</b>	<b>4,771,544</b>	<b>1.2%</b>	<b>57,381</b>
<b>Other Recoveries</b>	193,310	193,310	196,821	1.8%	3,511
	<b>193,310</b>	<b>193,310</b>	<b>196,821</b>	<b>1.8%</b>	<b>3,511</b>
<b>NET REQUIREMENT</b>	<b>4,520,853</b>	<b>4,521,615</b>	<b>4,574,723</b>	<b>1.2%</b>	<b>53,870</b>

# CITY OF PETERBOROUGH

## Police Services

### 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$	2015 Recommended	Variances 2014 - 2015 Budget	
						Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
<b>POLICE BOARD</b>							
Wages, Benefits & Honourarium	104,371	104,371	0.0%	0	108,843	4.3%	4,472
Adv & Publicity	250	250	0.0%	0	250	0.0%	0
Office Equipment	200	200	0.0%	0	300	50.0%	100
Photocopier	3,800	3,800	0.0%	0	3,800	0.0%	0
Retirements/Tributes	2,000	2,000	0.0%	0	2,000	0.0%	0
Miscellaneous	4,000	4,000	0.0%	0	4,000	0.0%	0
Legal Fees	90,000	90,000	0.0%	0	120,000	33.3%	30,000
Police Board Transfer to /from Business Plan Reserv	25,000	25,000	0.0%	0	12,500	-50.0%	-12,500
Transfer to Legal Fees reserve	20,000	20,000	0.0%	0	20,000	0.0%	0
Memberships/Subsc	5,250	5,250	0.0%	0	5,250	0.0%	0
Conf & Conventions	5,000	5,000	0.0%	0	5,000	0.0%	0
	<b>259,871</b>	<b>259,871</b>	<b>0.0%</b>	<b>0</b>	<b>281,943</b>	<b>8.5%</b>	<b>22,072</b>
<b>EXECUTIVE</b>							
<b><u>Leadership</u></b>							
Salaries - Full time	564,087	564,087	0.0%	0	589,173	4.4%	25,086
Employee Benefit O/H	163,585	163,585	0.0%	0	170,860	4.4%	7,275
Community Relations	6,500	6,500	0.0%	0	6,500	0.0%	0
Contractual Services	0	45,421	0.0%	45,421	0	0.0%	0
Business Travel	8,000	8,000	0.0%	0	8,000	0.0%	0
Car Allowance	16,500	16,500	0.0%	0	16,500	0.0%	0
Membership/Subscriptions	2,290	2,290	0.0%	0	2,290	0.0%	0
Seminars/Workshops	8,730	8,730	0.0%	0	8,730	0.0%	0
Revenue from reserves	0	-45,421	0.0%	-45,421	0	0.0%	0
	<b>769,692</b>	<b>769,692</b>	<b>0.0%</b>	<b>0</b>	<b>802,053</b>	<b>4.2%</b>	<b>32,361</b>
<b>OPERATIONS</b>							
<b><u>Leadership</u></b>							
Salaries - Full time	154,524	154,524	0.0%	0	158,405	2.5%	3,881
Employee Benefit O/H	44,812	44,812	0.0%	0	45,937	2.5%	1,125
Incidentals	600	600	0.0%	0	600	0.0%	0
Membership/Subscriptions	1,005	1,005	0.0%	0	1,005	0.0%	0
Seminars/Workshops	19,050	19,050	0.0%	0	21,300	11.8%	2,250
Certificate Training	27,750	27,750	0.0%	0	25,500	-8.1%	-2,250
	<b>247,741</b>	<b>247,741</b>	<b>0.0%</b>	<b>0</b>	<b>252,747</b>	<b>2.0%</b>	<b>5,006</b>
<b><u>Community Patrol</u></b>							
Salaries - Full time	7,136,752	7,136,752	0.0%	0	7,647,041	7.2%	510,289
OT-(time & one half)	277,982	277,982	0.0%	0	232,000	-16.5%	-45,982
Meal Allowance	1,000	1,000	0.0%	0	1,000	0.0%	0
Employee Benefit O/H	2,075,079	2,075,079	0.0%	0	2,222,166	7.1%	147,087
Revenue-CPP grant	-455,000	-455,000	0.0%	0	-455,000	0.0%	0
Towing	1,200	1,200	0.0%	0	500	-58.3%	-700
Investigative Expenses	5,000	5,000	0.0%	0	5,000	0.0%	0
Rep & Maint - Bike Patrol	1,000	1,000	0.0%	0	1,000	0.0%	0
External Equip Rental	500	500	0.0%	0	200	-60.0%	-300
	<b>9,043,513</b>	<b>9,043,513</b>	<b>0.0%</b>	<b>0</b>	<b>9,653,907</b>	<b>6.7%</b>	<b>610,394</b>

# CITY OF PETERBOROUGH

## Police Services

### 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$	2015 Recommended	Variances 2014 - 2015 Budget	
						Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
<b><u>Canine Unit</u></b>							
Salaries - Full time	182,420	182,420	0.0%	0	189,068	3.6%	6,648
OT-(time & one half)	10,000	10,000	0.0%	0	10,150	1.5%	150
Meal Allowance	50	50	0.0%	0	50	0.0%	0
Employee Benefit O/H	53,097	53,097	0.0%	0	55,028	3.6%	1,931
Equipment Repairs	7,000	7,000	0.0%	0	7,000	0.0%	0
	<b>252,567</b>	<b>252,567</b>	<b>0.0%</b>	<b>0</b>	<b>261,296</b>	<b>3.5%</b>	<b>8,729</b>
<b><u>Emergency Response</u></b>							
Equipment Supplies	25,500	25,500	0.0%	0	25,500	0.0%	0
Rep & Maint-Equipment	3,400	3,400	0.0%	0	3,400	0.0%	0
	<b>28,900</b>	<b>28,900</b>	<b>0.0%</b>	<b>0</b>	<b>28,900</b>	<b>0.0%</b>	<b>0</b>
<b><u>Traffic Management</u></b>							
Salaries - Full time	538,948	538,948	0.0%	0	655,053	21.5%	116,105
OT-(time & one half)	17,205	17,205	0.0%	0	17,500	1.7%	295
Meal Allowance	150	150	0.0%	0	150	0.0%	0
Employee Benefit O/H	156,630	156,630	0.0%	0	190,306	21.5%	33,676
Equipment Supplies	14,500	14,500	0.0%	0	14,500	0.0%	0
Rep & Maint-Equipment	2,500	2,500	0.0%	0	2,500	0.0%	0
	<b>729,933</b>	<b>729,933</b>	<b>0.0%</b>	<b>0</b>	<b>880,009</b>	<b>20.6%</b>	<b>150,076</b>
<b><u>Community Services</u></b>							
Salaries - Full time	470,877	470,877	0.0%	0	432,103	-8.2%	-38,774
OT-(time & one half)	3,000	3,000	0.0%	0	3,000	0.0%	0
Meal Allowance	70	70	0.0%	0	70	0.0%	0
Employee Benefit O/H	136,613	136,613	0.0%	0	125,369	-8.2%	-11,244
Equipment Supplies	12,000	12,000	0.0%	0	10,000	-16.7%	-2,000
	<b>622,560</b>	<b>622,560</b>	<b>0.0%</b>	<b>0</b>	<b>570,542</b>	<b>-8.4%</b>	<b>-52,018</b>
<b><u>Training</u></b>							
Salaries - Full time	106,936	106,936	0.0%	0	106,985	0.0%	49
OT-(time & one half)	737	737	0.0%	0	750	1.8%	13
Employee Benefit O/H	31,025	31,025	0.0%	0	31,041	0.1%	16
Books / Publications	6,500	6,500	0.0%	0	6,500	0.0%	0
Ammunition	20,000	20,000	0.0%	0	32,000	60.0%	12,000
Teargas/Spray	7,350	7,350	0.0%	0	15,000	104.1%	7,650
Targets & Maintenance	900	900	0.0%	0	900	0.0%	0
Outdoor Range Fees	3,500	3,500	0.0%	0	3,500	0.0%	0
Operating Supplies	3,300	3,300	0.0%	0	3,300	0.0%	0
In-House Training	25,000	25,000	0.0%	0	25,000	0.0%	0
	<b>205,248</b>	<b>205,248</b>	<b>0.0%</b>	<b>0</b>	<b>224,976</b>	<b>9.6%</b>	<b>19,728</b>
<b><u>Auxiliary Police</u></b>							
Incidentals	6,500	6,500	0.0%	0	6,500	0.0%	0
	<b>6,500</b>	<b>6,500</b>	<b>0.0%</b>	<b>0</b>	<b>6,500</b>	<b>0.0%</b>	<b>0</b>

# CITY OF PETERBOROUGH

## Police Services

### 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$	2015 Recommended	Variances 2014 - 2015 Budget	
						Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
<b>Administrative Support</b>							
<b><u>Leadership</u></b>							
Salaries - Full time	150,031	150,031	0.0%	0	158,405	5.6%	8,374
Employee Benefit O/H	43,509	43,509	0.0%	0	45,937	5.6%	2,428
Incidentals	300	300	0.0%	0	300	0.0%	0
Membership/Subscriptions	455	455	0.0%	0	455	0.0%	0
Seminars/Workshops	9,050	9,050	0.0%	0	11,800	30.4%	2,750
Certificate Training	7,750	7,750	0.0%	0	5,000	-35.5%	-2,750
	<b>211,095</b>	<b>211,095</b>	<b>0.0%</b>	<b>0</b>	<b>221,897</b>	<b>5.1%</b>	<b>10,802</b>
<b><u>Quality Control</u></b>							
Salaries - Full time	327,996	327,996	0.0%	0	336,634	2.6%	8,638
OT-(time & one half)	1,037	1,037	0.0%	0	1,040	0.3%	3
Employee Benefit O/H	95,139	95,139	0.0%	0	97,644	2.6%	2,505
Membership Fees and Dues	350	350	0.0%	0	350	0.0%	0
	<b>424,522</b>	<b>424,522</b>	<b>0.0%</b>	<b>0</b>	<b>435,668</b>	<b>2.6%</b>	<b>11,146</b>
<b><u>Human Resources</u></b>							
Salaries - Full time	162,466	162,466	0.0%	0	166,745	2.6%	4,279
Service Pay	44,050	44,050	0.0%	0	44,050	0.0%	0
Pay Equity Maintenance	47,174	47,174	0.0%	0	47,174	0.0%	0
Employee Benefit O/H	47,115	47,115	0.0%	0	48,356	2.6%	1,241
Employee Medicals	500	500	0.0%	0	2,000	300.0%	1,500
Operating Supplies	6,700	6,700	0.0%	0	6,700	0.0%	0
Cleaning Uniforms	8,000	8,000	0.0%	0	8,000	0.0%	0
Transfer to Health Spending Reserve - Police	9,435	9,435	0.0%	0	9,435	0.0%	0
Memberships/Subscriptions	785	785	0.0%	0	785	0.0%	0
Staff training	8,000	8,000	0.0%	0	8,000	0.0%	0
HR Services - Outside	9,000	9,000	0.0%	0	9,000	0.0%	0
Continuing Education	10,000	10,000	0.0%	0	10,000	0.0%	0
	<b>353,225</b>	<b>353,225</b>	<b>0.0%</b>	<b>0</b>	<b>360,245</b>	<b>2.0%</b>	<b>7,020</b>
<b><u>Court</u></b>							
Salaries - Full time	1,097,554	1,097,554	0.0%	0	1,149,971	4.8%	52,417
OT-(time & one half)	15,000	15,000	0.0%	0	15,000	0.0%	0
Salaries - Part time	84,231	84,231	0.0%	0	87,790	4.2%	3,559
Meal Allowance	600	600	0.0%	0	600	0.0%	0
Employee Benefit O/H	327,006	327,006	0.0%	0	342,563	4.8%	15,557
Revenue - Provincial Upload court security costs	-356,537	-356,537	0.0%	0	-567,465	-59.2%	-210,928
Police Recoveries	-6,000	-6,000	0.0%	0	-12,000	-100.0%	-6,000
Summons Server	6,500	6,500	0.0%	0	6,500	0.0%	0
Prisoners Meals	20,000	20,000	0.0%	0	20,000	0.0%	0
	<b>1,188,354</b>	<b>1,188,354</b>	<b>0.0%</b>	<b>0</b>	<b>1,042,959</b>	<b>-12.2%</b>	<b>-145,395</b>
<b><u>Property/Evidence</u></b>							
Salaries - Full time	138,873	138,873	0.0%	0	142,530	2.6%	3,657
Employee Benefit O/H	40,273	40,273	0.0%	0	41,334	2.6%	1,061
Audio Visual	1,500	1,500	0.0%	0	2,000	33.3%	500
Evidence Bags	2,000	2,000	0.0%	0	2,000	0.0%	0
	<b>182,646</b>	<b>182,646</b>	<b>0.0%</b>	<b>0</b>	<b>187,864</b>	<b>2.9%</b>	<b>5,218</b>



# CITY OF PETERBOROUGH

## Police Services

### 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$	2015 Recommended	Variances 2014 - 2015 Budget	
						Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
<b>Stores</b>							
Salaries - Full time	68,749	68,749	0.0%	0	70,560	2.6%	1,811
Employee Benefit O/H	19,937	19,937	0.0%	0	20,462	2.6%	525
Postage	5,000	5,000	0.0%	0	7,500	50.0%	2,500
Courier Service	3,750	3,750	0.0%	0	6,000	60.0%	2,250
Office Supplies	15,000	15,000	0.0%	0	15,000	0.0%	0
Clothing & Uniforms	65,000	65,000	0.0%	0	65,000	0.0%	0
Clothing Allowance	35,000	35,000	0.0%	0	31,000	-11.4%	-4,000
Photocopies	11,000	11,000	0.0%	0	25,000	127.3%	14,000
Printing	5,000	5,000	0.0%	0	2,500	-50.0%	-2,500
Paper Supplies & Envelope	20,000	20,000	0.0%	0	20,000	0.0%	0
Computer Ribbons	25,000	25,000	0.0%	0	15,000	-40.0%	-10,000
Business Cards	1,200	1,200	0.0%	0	1,200	0.0%	0
Batteries	1,500	1,500	0.0%	0	5,000	233.3%	3,500
Outer Coats	1,987	1,987	0.0%	0	1,987	0.0%	0
Tunics	3,000	3,000	0.0%	0	2,000	-33.3%	-1,000
Body Armour Replacements	2,500	2,500	0.0%	0	3,500	40.0%	1,000
Regalia	3,000	3,000	0.0%	0	3,000	0.0%	0
Gloves/Mitts	3,000	3,000	0.0%	0	3,000	0.0%	0
Rubber Gloves	500	500	0.0%	0	1,100	120.0%	600
Leather Supplies Replacements	3,000	3,000	0.0%	0	3,000	0.0%	0
Alterations	800	800	0.0%	0	800	0.0%	0
Incidentals	10,000	10,000	0.0%	0	10,000	0.0%	0
	303,923	303,923	0.0%	0	312,609	2.9%	8,686
<b>Fleet Maintenance</b>							
Salaries - Full time	65,475	65,475	0.0%	0	68,544	4.7%	3,069
Employee Benefit O/H	18,988	18,988	0.0%	0	19,878	4.7%	890
Incidentals	500	500	0.0%	0	500	0.0%	0
Vehicle Cleaning	23,750	23,750	0.0%	0	23,750	0.0%	0
Tires	19,000	19,000	0.0%	0	19,000	0.0%	0
Insurance	97,713	97,713	0.0%	0	103,576	6.0%	5,863
Rep & Maint-Auto Equipment	150,000	150,000	0.0%	0	150,000	0.0%	0
Vehicle Fuel	220,000	220,000	0.0%	0	220,000	0.0%	0
	595,426	595,426	0.0%	0	605,248	1.6%	9,822
<b>Building Maintenance</b>							
Contractual Services	15,500	15,500	0.0%	0	16,900	9.0%	1,400
Incidentals	25,000	25,000	0.0%	0	23,600	-5.6%	-1,400
	40,500	40,500	0.0%	0	40,500	0.0%	0
<b>ADMINISTRATION REVENUE</b>							
Lakefield Policing Contract	-866,966	-867,006	0.0%	-40	-534,335	38.4%	332,631
Police Miscellaneous Receipts	-135,000	-135,000	0.0%	0	-135,000	0.0%	0
Taxi Fees	-20,000	-20,000	0.0%	0	-20,000	0.0%	0
Alarms	-15,000	-15,000	0.0%	0	-15,000	0.0%	0
Motor Vehicle Collision Reports	-16,000	-16,000	0.0%	0	-16,000	0.0%	0
Confirmation Letters	-3,000	-3,000	0.0%	0	-3,000	0.0%	0
FOI Fees	-4,500	-4,500	0.0%	0	-4,500	0.0%	0
Video Tapes	-3,000	-3,000	0.0%	0	-3,000	0.0%	0
	-1,063,466	-1,063,506	0.0%	-40	-730,835	31.3%	332,631

# CITY OF PETERBOROUGH

## Police Services

### 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$	2015 Recommended	Variances 2014 - 2015 Budget	
						Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
INVESTIGATIVE SERVICES							
<u>Leadership</u>							
Salaries - Full time	150,031	150,031	0.0%	0	158,405	5.6%	8,374
Employee Benefit O/H	43,509	43,509	0.0%	0	45,937	5.6%	2,428
Incidentals	300	300	0.0%	0	300	0.0%	0
Membership/Subscriptions	1,200	1,200	0.0%	0	1,200	0.0%	0
Seminars/Workshops	22,000	22,000	0.0%	0	22,000	0.0%	0
Certificate Training	25,000	25,000	0.0%	0	25,000	0.0%	0
	242,040	242,040	0.0%	0	252,842	4.5%	10,802
<u>Criminal Investigations</u>							
Salaries - Full time	2,098,095	2,098,095	0.0%	0	2,157,035	2.8%	58,940
OT-(time & one half)	123,549	123,549	0.0%	0	75,300	-39.1%	-48,249
Meal Allowance	2,000	2,000	0.0%	0	2,000	0.0%	0
Employee Benefit O/H	610,857	610,857	0.0%	0	627,008	2.6%	16,151
Equipment Supplies	18,600	18,600	0.0%	0	19,956	7.3%	1,356
Investigations	5,000	5,000	0.0%	0	5,000	0.0%	0
Crown Briefs	1,500	1,500	0.0%	0	1,500	0.0%	0
	2,859,601	2,859,601	0.0%	0	2,887,799	1.0%	28,198
<u>Team Crime Analysis</u>							
Salaries - Full time	195,899	195,899	0.0%	0	201,058	2.6%	5,159
OT-(time & one half)	5,464	5,464	0.0%	0	3,500	-35.9%	-1,964
Meal Allowance	70	70	0.0%	0	70	0.0%	0
Employee Benefit O/H	56,918	56,918	0.0%	0	58,375	2.6%	1,457
Operating Supplies	17,200	17,200	0.0%	0	12,200	-29.1%	-5,000
Memberships & Subscriptions	250	250	0.0%	0	0	-100.0%	-250
	275,801	275,801	0.0%	0	275,203	-0.2%	-598
<u>Intelligence &amp; Support</u>							
Salaries - Full time	308,227	308,227	0.0%	0	310,810	0.8%	2,583
OT-(time & one half)	32,782	32,782	0.0%	0	27,000	-17.6%	-5,782
Meal Allowance	1,000	1,000	0.0%	0	1,000	0.0%	0
Employee Benefit O/H	90,024	90,025	0.0%	1	90,662	0.7%	638
Operating Supplies	2,885	2,885	0.0%	0	2,885	0.0%	0
Investigative Expenses	17,200	17,200	0.0%	0	37,200	116.3%	20,000
External Equip Rental	1,000	1,000	0.0%	0	1,300	30.0%	300
Revenue - CPP Grant	-60,000	-60,000	0.0%	0	-60,000	0.0%	0
	393,118	393,119	0.0%	1	410,857	4.5%	17,739
<u>Identification</u>							
Salaries - Full time	299,241	299,241	0.0%	0	307,121	2.6%	7,880
OT-(time & one half)	5,331	6,077	14.0%	746	11,700	119.5%	6,369
Meal Allowance	100	100	0.0%	0	100	0.0%	0
Employee Benefit O/H	86,884	86,899	0.0%	15	89,293	2.8%	2,409
Auto Mugshot System	2,400	2,400	0.0%	0	2,400	0.0%	0
Drawing Chart Supplies	300	300	0.0%	0	500	66.7%	200
Examination Supplies	1,800	1,800	0.0%	0	1,800	0.0%	0
Identification Supplies	36,000	36,000	0.0%	0	6,000	-83.3%	-30,000
AFIS Expenses	1,500	1,500	0.0%	0	1,000	-33.3%	-500
Rep & Maint-Equipment	2,000	2,000	0.0%	0	4,000	100.0%	2,000
	435,556	436,317	0.2%	761	423,914	-2.7%	-11,642

# CITY OF PETERBOROUGH

## Police Services

### 2015 Operating Budget

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						Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
<b><u>Crime Stoppers</u></b>							
Salaries - Full time	102,218	102,218	0.0%	0	100,529	-1.7%	-1,689
Employee Benefit O/H	29,643	29,643	0.0%	0	29,153	-1.7%	-490
	<b>131,861</b>	<b>131,861</b>	<b>0.0%</b>	<b>0</b>	<b>129,682</b>	<b>-1.7%</b>	<b>-2,179</b>
<b><u>Victim Services</u></b>							
Salaries - Full time	140,436	140,436	0.0%	0	147,881	5.3%	7,445
OT-(time & one half)	1,093	1,093	0.0%	0	3,100	183.6%	2,007
Employee Benefit O/H	40,747	40,747	0.0%	0	42,945	5.4%	2,198
Seminar Materials	250	250	0.0%	0	250	0.0%	0
Incidentals/Incurred by Volunteers	250	250	0.0%	0	250	0.0%	0
Membership/Subscriptions	100	100	0.0%	0	0	-100.0%	-100
	<b>182,876</b>	<b>182,876</b>	<b>0.0%</b>	<b>0</b>	<b>194,426</b>	<b>6.3%</b>	<b>11,550</b>
<b><u>Media</u></b>							
Salaries - Full time	76,390	76,390	0.0%	0	81,160	6.2%	4,770
Employee Benefit O/H	22,153	22,153	0.0%	0	23,536	6.2%	1,383
	<b>98,543</b>	<b>98,543</b>	<b>0.0%</b>	<b>0</b>	<b>104,696</b>	<b>6.2%</b>	<b>6,153</b>
<b><u>Area Firearms Officer</u></b>							
Revenue-Ont Grant	-133,310	-133,310	0.0%	0	-136,821	-2.6%	-3,511
Salaries - Full time	103,341	103,341	0.0%	0	106,063	2.6%	2,722
Employee Benefit O/H	29,969	29,969	0.0%	0	30,758	2.6%	789
	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>COMMUNICATIONS AND TECHNOLOGY</b>							
<b><u>Communications</u></b>							
Salaries - Full time	1,153,215	1,153,215	0.0%	0	1,101,792	-4.5%	-51,423
OT-(time & one half)	34,145	34,145	0.0%	0	25,000	-26.8%	-9,145
Wages - Part time	151,231	151,231	0.0%	0	207,526	37.2%	56,295
Meal Allowance	30	30	0.0%	0	30	0.0%	0
Employee Benefit O/H	350,221	350,221	0.0%	0	340,760	-2.7%	-9,461
Radio System Service Cont	38,000	38,000	0.0%	0	135,647	257.0%	97,647
Non-Contract Services	2,250	2,250	0.0%	0	4,750	111.1%	2,500
Tower Site Rental	17,000	17,000	0.0%	0	19,200	12.9%	2,200
Radio Licence	5,700	5,700	0.0%	0	10,700	87.7%	5,000
	<b>1,751,792</b>	<b>1,751,792</b>	<b>0.0%</b>	<b>0</b>	<b>1,845,405</b>	<b>5.3%</b>	<b>93,613</b>
<b><u>Data Entry</u></b>							
Salaries - Full time	234,412	234,412	0.0%	0	241,180	2.9%	6,768
OT-(time & one half)	2,857	2,857	0.0%	0	5,000	75.0%	2,143
Wages - Part time	34,081	34,081	0.0%	0	0	-100.0%	-34,081
Employee Benefit O/H	71,443	71,443	0.0%	0	70,040	-2.0%	-1,403
OMPPAC Costs	161,500	161,500	0.0%	0	161,500	0.0%	0
Equipment Supplies	1,000	1,000	0.0%	0	1,000	0.0%	0
	<b>505,293</b>	<b>505,293</b>	<b>0.0%</b>	<b>0</b>	<b>478,720</b>	<b>-5.3%</b>	<b>-26,573</b>
<b><u>General Inquiry</u></b>							
Salaries - Full time	112,090	112,090	0.0%	0	115,997	3.5%	3,907
OT-(time & one half)	369	369	0.0%	0	360	-2.4%	-9
Employee Benefit O/H	32,513	32,513	0.0%	0	33,646	3.5%	1,133
	<b>144,972</b>	<b>144,972</b>	<b>0.0%</b>	<b>0</b>	<b>150,003</b>	<b>3.5%</b>	<b>5,031</b>

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## Police Services

### 2015 Operating Budget

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<b><u>Validation/Records</u></b>							
Salaries - Full time	231,124	231,124	0.0%	0	226,965	-1.8%	-4,159
OT-(time & one half)	369	672	82.1%	303	360	-2.4%	-9
Employee Benefit O/H	67,033	67,039	0.0%	6	65,827	-1.8%	-1,206
	<b>298,526</b>	<b>298,835</b>	<b>0.1%</b>	<b>309</b>	<b>293,152</b>	<b>-1.8%</b>	<b>-5,374</b>
<b><u>Freedom of Information</u></b>							
Salaries - Full time	58,892	58,892	0.0%	0	60,443	2.6%	1,551
Employee Benefit O/H	17,079	17,079	0.0%	0	17,528	2.6%	449
	<b>75,971</b>	<b>75,971</b>	<b>0.0%</b>	<b>0</b>	<b>77,971</b>	<b>2.6%</b>	<b>2,000</b>
<b><u>Information Technology</u></b>							
Technical Networking Support	241,080	241,080	0.0%	0	247,107	2.5%	6,027
Telephone	45,000	45,000	0.0%	0	52,500	16.7%	7,500
Fibre & Data Communications	43,500	43,500	0.0%	0	30,000	-31.0%	-13,500
Cellular Phones	135,000	135,000	0.0%	0	134,000	-0.7%	-1,000
Rep & maint - Equipment	2,500	2,500	0.0%	0	0	-100.0%	-2,500
Contractual Services	33,660	33,660	0.0%	0	50,700	50.6%	17,040
Rep & maint - Desktop Hardware	7,000	7,000	0.0%	0	7,000	0.0%	0
Desktop Hardware	2,000	2,000	0.0%	0	2,000	0.0%	0
Corporate Admin Fee/Groupwise Fee	5,500	5,500	0.0%	0	5,638	2.5%	138
	<b>515,240</b>	<b>515,240</b>	<b>0.0%</b>	<b>0</b>	<b>528,945</b>	<b>2.7%</b>	<b>13,705</b>
<b>Net Police Costs Submitted</b>	<b>22,313,940</b>	<b>22,314,971</b>	<b>0.0%</b>	<b>1,031</b>	<b>23,492,643</b>	<b>5.3%</b>	<b>1,178,703</b>
Difference - PSB ask & Provision within Guideline	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>-707,586</b>	<b>0.0%</b>	<b>-707,586</b>
Transfer from reserve	-239,580	-239,580	0.0%	0	0	100.0%	239,580
<b>Net Cost Police Services</b>	<b>22,074,360</b>	<b>22,075,391</b>	<b>0.0%</b>	<b>1,031</b>	<b>22,785,057</b>	<b>3.2%</b>	<b>710,697</b>

**2015-2023 CAPITAL BUDGET JUSTIFICATION  
TANGIBLE CAPITAL ASSETS**

**CAP FORM 1 (TCA)**

**Department:** POLICE

**Budget Reference #:** 8.01

**Division:** POLICE

**Project Name & Description**

**Project Detail, Justification & Reference Map**

**Various Police Capital Projects**

Account Line – 102 15 175-6520

Asset Description	Qty	Sub-Class 1	Sub-Class 2	Sub-Class 3	Work Order Number	Cost
Police Cruisers	6	Vehicles plus 2 bicycles				\$214,600
Dell Computers 2nd year lease		Machinery and Equipment	Computer Hardware	Desktop Workstations		\$17,200
CAD Server Lease	3	Machinery and Equipment	Computer Hardware	Servers		\$7,500
Upgrade SL1 Phone Switch 4 of 4 year	1	Machinery and Equipment	Communications Equip	Telephone		\$12,000
ECrime storage Server	1	Machinery and Equipment	Computer Hardware	Servers		\$38,300
Major Crime / ViCLAS Storage Server	1	Machinery and Equipment	Computer Hardware	Servers		\$14,000
Enterprise Storage Network	1	Machinery and Equipment	Computer Hardware	Servers		\$50,000
Printers / Fax	4	Machinery and Equipment	Computer Hardware	Printers		\$2,000
Backup / Video System	1	Machinery and Equipment	Security Systems			\$3,000
IP Camera Replacement Year 1 of 5	6	Machinery and Equipment	Security Systems			\$12,400
IT Security Recommendations		Machinery and Equipment	Computer Hardware	Desktop Hardware		\$5,000
False Alarm Data Base		Machinery and Equipment	Computer Software	Enterprise Software		\$5,000
Desktops and Laptops replacements		Machinery and Equipment	Computer Hardware	Desktop Workstations		\$13,500
Comm Ctr. Computer replacements		Machinery and Equipment	Computer Hardware	Desktop Workstations		\$8,000
Escan / Lean Six Sigma		Machinery and Equipment	Computer Software	Enterprise Software		\$4,000
Blood Analyst Software	1	Machinery and Equipment	Computer Software	Enterprise Software		\$2,000
Adobe E Briefs	8	Machinery and Equipment	Computer Software	Desktop Software		\$3,500
Upgrade CAD mapping	1	Machinery and Equipment	Computer Software	Enterprise Software		\$3,000
Backup Power Protection (UPS)	3	Machinery and Equipment	Computer Hardware	UPS		\$2,500
FX Software for Radio System		Machinery and Equipment	Computer Software	Enterprise Software		\$106,000
<b>IT Recommendations</b>					<b>Subtotal</b>	<b>64,500</b>
Voice to Text Licenses	49	Machinery and Equipment	Computer Software	Enterprise		\$32,000
Servers		Machinery and Equipment	Computer Hardware	Servers		\$22,500
VmWare Licenses		Machinery and Equipment	Computer Software	Enterprise		\$10,000
					<b>Total</b>	<b>\$588,000</b>

# Tangible Capital Assets

## Ten Year Capital Budget Estimates

2015-2024 & Subsequent Years

(\$000's)

(1)	Project Total	Approved Pre-2015	R E Q U E S T E D										2025 to 2039	
			2015	2016	2017	2018	2019	2020	2021	2022	2023	2024		
DEPARTMENT	Protective Services													
DIVISION/ACTIVITY	Police													
PROJECT DESCRIPTION	Various Police Capital Projects													
PROJECT #	8.01													
EXPENDITURES														
CONTRACTUAL SERVICES	4,638.0		<u>588.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	
PROJECT TOTAL	<u>4,638.0</u>		<u>588.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	
DIRECT REVENUE														
SUBSIDIES														
TOTAL DIRECT REVENUE														
NET REQUIREMENTS	<u>4,638.0</u>		<u>588.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	
TO BE FINANCED FROM:														
DEBENTURES														
Tax Supported														
TOTAL DEBENTURE FINANCING														
DEVELOPMENT CHARGES														
DCRF Police														
TOTAL DEVELOPMENT CHARGES														
TOTAL OTHER FINANCING														
CAPITAL LEVY	<u>4,638.0</u>		<u>588.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	<u>450.0</u>	

**2015-2024 Capital Budget Justification  
Other Capital Assets**

CAP Form 1 (Other)

Department: Police Services

Budget Reference #: 8.02

Division: Police Services Board

**Project Name & Description**

**Police Services Business Plan**

**Commitments Made**

A Police Board's mandate is legislated by the **Police Services Act** and can be summarized as being responsible for the provision of adequate and effective police services in Municipalities. The Business Plan for 2013 to 2015 is completed and has been distributed to all stakeholders.

**Effects on Future Operating Budgets**

The Police Services Board operating budget includes an annual contribution of \$20,000 to the Business Plan Reserve to fund a Business Plan every three years.

**Project Detail, Justification & Reference Map**

The Business Plan is mandated by Section 30 of the Adequacy and Effectiveness Regulation (O.Reg. 3/99) of the **Police Services Act**. The Board must prepare a new Business Plan every three (3) years.

The business plan assists the Chief of Police as well as the Board in Identifying levels of satisfaction, areas of concern and the future expectations of the public in the Peterborough Lakefield community. The process is fundamental in thinking about the staffing, resources, and organizational arrangements needed to meet present and future demands of the Police Service.

The funds in 2015 will be utilized to fund the consultation, preparation and printing of the next plan for 2016-2018.

# City of Peterborough

## Other Capital Assets

### Ten Year Capital Budget Estimates

2015-2024 & Subsequent Years  
(\$000's)

		Project Total	Approved Pre-2015	REQUESTED										2025 to 2039
				2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	
DEPARTMENT	Protective Services													
DIVISION/ACTIVITY	Police													
PROJECT DESCRIPTION	Police Services Business Plan													
PROJECT #	8.02													
EXPENDITURES														
CONTRACTUAL SERVICES		225.0		75.0			75.0			75.0				
PROJECT TOTAL		<u>225.0</u>		<u>75.0</u>			<u>75.0</u>			<u>75.0</u>				
DIRECT REVENUE														
SUBSIDIES														
OTHER														
TOTAL DIRECT REVENUE														
NET REQUIREMENTS		<u>225.0</u>		<u>75.0</u>			<u>75.0</u>			<u>75.0</u>				
TO BE FINANCED FROM:														
DEBENTURES														
Tax Supported														
TOTAL DEBENTURE FINANCING														
DEVELOPMENT CHARGES														
DCRF Police		112.5		37.5			37.5			37.5				
TOTAL DEVELOPMENT CHARGES		<u>112.5</u>		<u>37.5</u>			<u>37.5</u>			<u>37.5</u>				
Business Plan Reserve		112.5		37.5			37.5			37.5				
TOTAL OTHER FINANCING		<u>112.5</u>		<u>37.5</u>			<u>37.5</u>			<u>37.5</u>				
CAPITAL LEVY														



Appendix B  
**2015 Fairhaven**

# CITY OF PETERBOROUGH

## 2015 Operating Budget

Description	2014 Approved	2014 Preliminary Actual	2015 Recommended	Variances 2014 - 2015 Budget	
				Over (Under) 2014 Budget %	Over (Under) 2014 Budget \$
TRANSFERS TO ORGANIZATIONS FOR PROVISION OF SERVICES					
Fairhaven	679,074	679,074	679,054	0.0%	-20
City's Levy - Operating support	0	0	250,000	0.0%	250,000
	679,074	679,074	929,054	36.8%	249,980

**2015-2024 Capital Budget Justification  
Other Capital Assets**

CAP Form 1 (Other)

Department: Corporate Services

Budget Reference #: 3-4.02

Division: Financial Services

**Project Name & Description**

**Fairhaven Capital Funding**

**Commitments Made**

As part of report CPFS12-062 dated September 4, 2012, Council resolved that beginning with the 2013 Capital Budget, an annual provision would be included in the Draft Capital Budget to support Fairhaven's on-going capital program.

**Effects on Future Operating Budgets**

**Project Detail, Justification & Reference Map**

Report CPFS12-062 gave the history of the support the City has provided to Fairhaven over the years. Since 2003, essentially no City funds had been provided to support Fairhaven.

Fairhaven has limited revenue sources and the Ministry of Health and Long Term Care does not provide funding for capital projects, equipment or the building. Capital repairs had been funded from a Capital Reserve, however that was unsustainable.

A capital plan and ongoing funding from the City and County started in 2013. The amount for 2015 will be \$184,800.

# City of Peterborough

## Other Capital Assets

### Ten Year Capital Budget Estimates

2015-2024 & Subsequent Years  
(\$000's)

		Project Total	Approved Pre-2015	REQUESTED										2025 to 2039
				2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	
DEPARTMENT	Corporate Services													
DIVISION/ACTIVITY	Financial Services													
PROJECT DESCRIPTION	Fairhaven Capital Funding													
PROJECT #	3-4.02													
<b>EXPENDITURES</b>														
CONTRACTUAL SERVICES	Index	7,037.4	346.5	184.8	192.2	200.0	208.0	216.5	225.2	234.3	243.8	253.6	258.7	4,473.8
<b>PROJECT TOTAL</b>		<u>7,037.4</u>	<u>346.5</u>	<u>184.8</u>	<u>192.2</u>	<u>200.0</u>	<u>208.0</u>	<u>216.5</u>	<u>225.2</u>	<u>234.3</u>	<u>243.8</u>	<u>253.6</u>	<u>258.7</u>	<u>4,473.8</u>
<b>DIRECT REVENUE</b>														
SUBSIDIES														
OTHER														
<b>TOTAL DIRECT REVENUE</b>														
<b>NET REQUIREMENTS</b>		<u>7,037.4</u>	<u>346.5</u>	<u>184.8</u>	<u>192.2</u>	<u>200.0</u>	<u>208.0</u>	<u>216.5</u>	<u>225.2</u>	<u>234.3</u>	<u>243.8</u>	<u>253.6</u>	<u>258.7</u>	<u>4,473.8</u>
TO BE FINANCED FROM:														
DEBENTURES														
Tax Supported														
<b>TOTAL DEBENTURE FINANCING</b>														
DEVELOPMENT CHARGES														
<b>TOTAL DEVELOPMENT CHARGES</b>														
Capital Levy Reserve		175.8	175.8											
<b>TOTAL OTHER FINANCING</b>		<u>175.8</u>	<u>175.8</u>											
<b>CAPITAL LEVY</b>		<u>6,861.6</u>	<u>170.7</u>	<u>184.8</u>	<u>192.2</u>	<u>200.0</u>	<u>208.0</u>	<u>216.5</u>	<u>225.2</u>	<u>234.3</u>	<u>243.8</u>	<u>253.6</u>	<u>258.7</u>	<u>4,473.8</u>

Appendix C

**2015 Peterborough County/City Paramedics**

# The County of Peterborough

## County Council

To: Chair and Members of Committee

From: John Butler, Director of Finance/Treasurer

Date: December 16, 2014

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**Subject: Peterborough County/City Paramedics Service (PCCP)  
Preliminary Draft 2015 Budget**

### **Recommendation:**

That the Joint Services Steering Committee (JSSC) receives the preliminary draft 2015 PCCP budget proposal and forwards it to the City of Peterborough to act as a preliminary estimate to assist the City in their 2015 budget development.

### **Financial Impact:**

**Preliminary 2015 Funding Requirement for the County and City of Peterborough with regard to PCCP:**

	<b>2014 Funding Requirement</b>	<b>2015 Funding Requirement</b>	<b>\$Change</b>	<b>%Change</b>
<b>City</b>	<b>\$4,228,687</b>	<b>\$4,337,255</b>	<b>\$ 108,568</b>	<b>2.57%</b>
<b>County</b>	<b>\$2,990,180</b>	<b>\$3,099,261</b>	<b>\$ 109,081</b>	<b>3.65%</b>

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### **General Overview:**

The 2015 PCCP service's departmental budget estimates provided in this report are to be considered preliminary only. The final draft PCCP budget is not expected to be presented until February 2015, as a component of the County's 2015 budget process. This preliminary budget includes an estimate of the provincial grant funding for 2015 based on 2014 grant transfers to date at the time this report was prepared. The actual grant amount will not likely be known until early 2015. Staff will continue to communicate with the Ontario Ministry of Health and Long Term Care (MOHLTC) to obtain the final approved 2015 transfer amount as soon as it is available.

The Consolidated Municipal Service Manager (CMSM) agreement between the County and City of Peterborough identifies permanent population as the method

of distributing PCCP municipal costs. Following those guidelines, the distribution of municipal funding requirement contained within this preliminary draft budget estimate is based on each municipality's proportionate percentage of population for the Peterborough area.

Population data has been drawn from the 2011 Statistics Canada Population Census information. In the 2011 census, the total population of the County and City is reported as 134,933 residents. Of this, the City of Peterborough is noted to have 78,698 residents or 58.32% of the total population, with the remaining 56,235 or 41.68% of the population in the County. The Municipal cost sharing ratio for the land ambulance service is adjusted commensurate with the publication census data in the first budget subsequent to the updated data release. The revised ratio then remains in place until the next census data update. Statistic Canada generally updates its published population data once every five years. The change in sharing ratio based on the 2011 census data was incorporated into the 2013 paramedic services budget.

In this budget, gross expenditures are forecast to increase by approximately 3.86% or \$566,827. Of this increase in gross expenditures, 3.5%, or \$476,645 relates to operational expenses while capital costs are proposed to increase by 8.2% or \$90,182 over those budgeted in 2014.

### **Provincial Grants:**

The Provincial operating grant transfer is estimated at \$6,795,664 based on actual 2014 transfers at the time this report was prepared. This is used as a temporary placeholder and will be updated when the actual 2015 funding confirmation is received from the MOHLTC.

In 2014, the Province committed separate funding support of \$455,520 for the Dedicated (or Offload) Nurse Program (DNP). The DNP initiative has proven extremely beneficial in managing the impact of patient offload delays at the Peterborough Regional Health Centre. With the 2014 level of MOHLTC grant commitment, the DNP was sufficiently funded to extend the nurse's operational hours to 24 hours a day, 7 days a week. The Province has recently confirmed that the 2015 Offload Nurse funding will be \$450,600, just under \$5,000 less than in 2014. While the funding reduction will impact service delivery, staff are optimistic that they will be able to manage the 24/7 program within the new financial constraints.

### **General Operating Costs**

Operational gross expenditures are forecast to increase in this proposal by 3.5% over those budgeted in 2014. This increase includes increases in Manulife employee benefits premiums, Ontario Municipal Employees Retirement System (OMERS) pension contributions, long/short term disability premiums, Employment

Insurance, and Canada Pension Plan contributions. An estimate for WSIB is included but may change and more reliable information becomes available.

### **Vehicles, Insurance and Maintenance**

Vehicle maintenance, licensing, and fuel costs are forecast based on expected service requirements times estimated unit costs. Separate budget allocations for vehicle accident repair and conversion repair costs contained in previous budgets, have been eliminated in the 2015 draft forecast and absorbed into the general maintenance provision. The elimination of these two provisions fully offsets vehicle operating increases other than those related to insurance.

The most significant increase in the vehicle insurance and maintenance area is expected related to insurance premiums. This increase alone represents an increase of \$91,300 or an increment of 194% over insurance costs in 2014. The lion's share of the increment is driven by premiums relating to malpractice and liability coverage as defined by the new vendor. Significant increases in liability insurance has been an all too common theme in the municipal sector of late and shows every sign of remaining a volatile factor in future budget considerations.

### **Payroll and Staff Complement**

Paramedic wages are calculated for 2015 based on the rates in Schedule A of the CUPE 4911 collective agreement (CA) for the period of January 1, 2015 to December 31, 2015. The wage increment in the CA for 2015 is a 2% increase over the 2014 rate. Other paramedic benefits costs are estimated based on the most recent information. As previously noted, employee benefits costs are subject to change and will be updated as more accurate information becomes available.

In 2014, a fourth shift superintendent was added to the service's management team complement. The new position was phased in over the latter half (6 months) of 2014 and is included in the 2015 draft budget for a full year. With this new supervisory staff member, the complement of full time shift superintendents was brought to 4, ensuring one superintendent for each 12 hour shift in a 48 hour rotation. The incremental cost in the 2015 draft budget for this position is approximately \$62,000.

To partially offset the incremental cost of the fourth superintendent position in 2015, the part time superintendents' hours have been reduced by 480 hours from the 2014 budgetary level. The estimated value of this reduction is approximately \$38,000, leaving a net estimated incremental cost in 2015 for the fourth shift superintendent of \$24,000.

In total, payroll represents approximately \$378,300 of the forecast 2015 gross expenditure increase. This includes: senior management, full and part time



superintendents, full & part time paramedics, and administration staff wages and benefits. It also includes related training and travel estimates for each group.

The total estimated 2015 payroll related costs for the service are approximately \$10.9 million which equates to roughly 71.6% of the total 2015 gross expenditures, or 77.58% of the operational expenditures forecast for the service in 2015. This is virtually proportionately unchanged from the 2014 budget.

### **Capital Acquisitions**

Gross capital expenditures are forecast to increase by up to \$90,182, or 8.2% over those budgeted for 2014. Of this increase, \$31,300 relates to increases in vehicle replacement costs over those budgeted in 2014. The balance of the capital budgetary increment over 2014 is incorporated into the vehicle and equipment reserve contributions to respond to current cost increases and adequately accommodate planned long term replacements.

Three ambulances are scheduled for replacement in 2015 at an expected cost of \$142,100 each as well as two emergency response vehicles at approximately \$65,000 each. These units are funded from the County/City shared equipment reserve.

### **Reserves**

Reserve contributions and allowances contained within the 2015 preliminary budget have been calculated to be within the revised MOHLTC Public Sector Accounting Board (PSAB) guidelines. These guidelines limit reserve contributions to a value equal to or less than calculated capital asset amortization amounts.

While it has not been included in this preliminary draft estimate, the establishment of a Municipal only capital reserve should be considered by the committee either now or in the near future. This reserve will serve to reduce the impact of future service enhancements and new capital acquisitions that do not attract upfront Provincial support or qualify for funding from reserve. As you are aware, Provincial guidelines prohibit the use of Provincial funds to acquire new capital assets or capital enhancements. Accordingly, any future incremental vehicles or other capital equipment added to the service's asset complement comes with a 100% municipal funding requirement.

### **Conclusion**

Appendix A to this report provides preliminary budget numbers for your review. Where 2015 rates and charges are known, they have been incorporated into the calculations for this proposal. Where 2015 rates are not known, estimates have been developed based on the best information available at the time the report was

prepared. These estimates will be updated as new information becomes available.

As stated in the general overview, this PCCP 2015 departmental draft budget should be considered preliminary only. Further details will be released as the County's 2015 budget process moves forward to completion and as more detailed information becomes available from our external partners, legislative regulators, and service providers.

Respectfully submitted,

Original signed by

Randy Mellow  
Chief of Paramedics  
County of Peterborough

John Butler  
Director of Finance/Treasurer  
County of Peterborough

Appendix A:  
Peterborough County/City Paramedics (PCCP) Preliminary Draft 2015 Budget

## Appendix A: Peterborough County/City Paramedics (PCCP) Preliminary Draft 2015 Budget

Estimated Revenues:	Budget 2014	Budget 2015	Budget \$ Change (decrease) / increase	Budget % Change (decrease) / increase	Comments
County funding requirement - ambulance	\$ 2,990,180	\$ 3,099,261	\$ 109,081	3.65%	Population split based on 2011 census (58.32% City/41.68% County)
City funding requirement - ambulance	\$ 4,228,687	\$ 4,337,255	\$ 108,568	2.57%	Population split based on 2011 census (58.32% City/41.68% County)
Contribution from shared capital reserve	\$ 413,000	\$ 556,300	\$ 143,300	34.70%	Replacement of three ambulances @ \$142,100 & two ERV's \$65,000 ea.
Contribution from LSR reserve (County Only)	\$ 31,500		\$ (31,500)	-100.00%	
Development charges reserve	\$ 20,000		\$ (20,000)	-100.00%	
Province ambulance grant transfer	\$ 6,509,366	\$ 6,795,664	\$ 286,298	4.40%	Forecast per confirmed funding transfer pledge plus modest COL increment.
Dedicated nurse program funding transfer	\$ 455,520	\$ 450,600	\$ (4,920)	-1.08%	Budgeted at 100% of estimated cost (unchanged from 2014)
Recoveries amounts and Refunds	\$ 34,000	\$ 10,000	\$ (24,000)	-70.59%	Estimated recovery for services provided on a charge out basis.
<b>Total Estimated Revenues</b>	<b>\$ 14,682,253</b>	<b>\$ 15,249,080</b>	<b>\$ 566,827</b>	<b>3.86%</b>	
<b>Estimated Expenses</b>					
Administration expenses	\$ 2,683,308	\$ 2,781,481	\$ 98,173	3.66%	Chief, 2 x Deputy Chief, 6 x FTE Superintendents (includes Shift Superintendent phased in over 6 months in 2014 - full year in 2015), P/T Superintendent's hours (reduced by 896 hours, offsetting 4th FT shift superintendent phase in), 1 x FTE Executive Assistant, 2 x FTE Administration Assistants, fleet coordinator, plus estimated 2015 OMERS pension plan and employee benefits premium rates. Includes Off Load Nurse program of \$450,600 (100% Provincially funded), and admin equipment reserve contribution of \$10,450.
Paramedic expenses	\$ 9,080,083	\$ 9,408,085	\$ 328,002	3.61%	43 F/T Primary Care Paramedics (PCP), 35 Advanced Care Paramedics (ACP). Includes estimated increases to OMERS pension plan and employee benefits premiums in 2015. Also includes uniforms, professional fees, and health and safety costs (\$60K added re: safety helmet replacement).
Vehicles and insurance expenses	\$ 1,303,700	\$ 1,587,046	\$ 283,346	21.73%	Replacement of three ambulances @ \$142,100 ea. + 2 Emergency Response Vehicles @ \$65,000 + anticipated COL increases in fuel, vehicle maintenance, and tire replacement, + anticipated 100% increase in insurance premiums + contribution to equipment reserve of \$447,000.
Patient care equipment and supplies expenses	\$ 645,997	\$ 491,200	\$ (154,797)	-23.96%	Estimated reduction from 2014 - reduced costs for equipment maintenance and repair, medical disposable supplies. Offset by increase in the cost of medical gases and bedding & laundry costs.
Cross Border Billings expense	\$ 50,000	\$ 50,000	\$ -	0.00%	
Facility expenses	\$ 919,165	\$ 931,268	\$ 12,103	1.32%	
<b>Total estimated expenses</b>	<b>\$ 14,682,253</b>	<b>\$ 15,249,080</b>	<b>\$ 566,827</b>	<b>3.86%</b>	

## Appendix A: Peterborough County/City Paramedics (PCCP) Preliminary Draft 2015 Budget

Estimated Revenues:	Budget 2014	Budget 2015	Budget \$ Change (decrease) / increase	Budget % Change (decrease) / increase	Comments
County funding requirement - ambulance	\$ 2,990,180	\$ 3,099,261	\$ 109,081	3.65%	Population split based on 2011 census (58.32% City/41.68% County)
City funding requirement - ambulance	\$ 4,228,687	\$ 4,337,255	\$ 108,568	2.57%	Population split based on 2011 census (58.32% City/41.68% County)
Contribution from shared capital reserve	\$ 413,000	\$ 556,300	\$ 143,300	34.70%	Replacement of three ambulances @ \$142,100 & two ERV's \$65,000 ea.
Contribution from LSR reserve (County Only)	\$ 31,500		\$ (31,500)	-100.00%	
Development charges reserve	\$ 20,000		\$ (20,000)	-100.00%	
Province ambulance grant transfer	\$ 6,509,366	\$ 6,795,664	\$ 286,298	4.40%	Forecast per confirmed funding transfer pledge plus modest COL increment.
Dedicated nurse program funding transfer	\$ 455,520	\$ 450,600	\$ (4,920)	-1.08%	Budgeted at 100% of estimated cost (unchanged from 2014)
Recoveries amounts and Refunds	\$ 34,000	\$ 10,000	\$ (24,000)	-70.59%	Estimated recovery for services provided on a charge out basis.
<b>Total Estimated Revenues</b>	<b>\$ 14,682,253</b>	<b>\$ 15,249,080</b>	<b>\$ 566,827</b>	<b>3.86%</b>	
<b>Estimated Expenses</b>					
Administration expenses	\$ 2,683,308	\$ 2,781,481	\$ 98,173	3.66%	Chief, 2 x Deputy Chief, 6 x FTE Superintendents (includes Shift Superintendent phased in over 6 months in 2014 - full year in 2015), P/T Superintendent's hours (reduced by 896 hours, offsetting 4th FT shift superintendent phase in), 1 x FTE Executive Assistant, 2 x FTE Administration Assistants, fleet coordinator, plus estimated 2015 OMERS pension plan and employee benefits premium rates. Includes Off Load Nurse program of \$450,600 (100% Provincially funded), and admin equipment reserve contribution of \$10,450.
Paramedic expenses	\$ 9,080,083	\$ 9,408,085	\$ 328,002	3.61%	43 F/T Primary Care Paramedics (PCP), 35 Advanced Care Paramedics (ACP). Includes estimated increases to OMERS pension plan and employee benefits premiums in 2015. Also includes uniforms, professional fees, and health and safety costs (\$60K added re: safety helmet replacement).
Vehicles and insurance expenses	\$ 1,303,700	\$ 1,587,046	\$ 283,346	21.73%	Replacement of three ambulances @ \$142,100 ea. + 2 Emergency Response Vehicles @ \$65,000 + anticipated COL increases in fuel, vehicle maintenance, and tire replacement, + anticipated 100% increase in insurance premiums + contribution to equipment reserve of \$447,000.
Patient care equipment and supplies expenses	\$ 645,997	\$ 491,200	\$ (154,797)	-23.96%	Estimated reduction from 2014 - reduced costs for equipment maintenance and repair, medical disposable supplies. Offset by increase in the cost of medical gases and bedding & laundry costs.
Cross Border Billings expense	\$ 50,000	\$ 50,000	\$ -	0.00%	
Facility expenses	\$ 919,165	\$ 931,268	\$ 12,103	1.32%	
<b>Total estimated expenses</b>	<b>\$ 14,682,253</b>	<b>\$ 15,249,080</b>	<b>\$ 566,827</b>	<b>3.86%</b>	

Appendix D  
**2015 ORCA Budget**

## Otonabee Region Conservation Authority 2015 Proposed Municipal Levy

Municipality	Modified CVA Based Apportionment % 2014	Approved Levy Apportionment 2014	Capital Levy Apportionment 2014	Total - 2014	Modified CVA Based Apportionment % 2015	Proposed Operations Levy Apportionment 2015	Proposed Capital Levy Apportionment 2015	Total Proposed Municipal Levy - 2015	Total increase 2015
Asphodel-Norwood	2.38	\$ 23,234	\$ 2,261	\$ 25,495	2.38	\$ 23,901	\$ 2,261	\$ 26,162	\$ 667
Cavan-Monaghan	6.19	\$ 60,427	\$ 5,881	\$ 66,308	6.22	\$ 62,463	\$ 5,909	\$ 68,372	\$ 2,064
City of Kawartha Lakes	0.65	\$ 6,345	\$ 618	\$ 6,963	0.65	\$ 6,565	\$ 621	\$ 7,186	\$ 223
<b>City of Peterborough</b>	<b>60.71</b>	<b>\$ 592,657</b>	<b>\$ 57,675</b>	<b>\$ 650,332</b>	<b>60.58</b>	<b>\$ 608,353</b>	<b>\$ 57,546</b>	<b>\$ 665,899</b>	<b>\$ 15,567</b>
Douro-Dummer	7.37	\$ 71,947	\$ 7,000	\$ 78,947	7.43	\$ 74,614	\$ 7,059	\$ 81,673	\$ 2,726
Otonabee-South Monaghan	5.00	\$ 48,811	\$ 4,750	\$ 53,561	5.01	\$ 50,312	\$ 4,760	\$ 55,072	\$ 1,511
Smith - Ennismore - Lakefield	17.60	\$ 171,813	\$ 16,720	\$ 188,533	17.63	\$ 177,044	\$ 16,749	\$ 193,793	\$ 5,260
Trent Hills	0.10	\$ 976	\$ 95	\$ 1,071	0.10	\$ 1,005	\$ 95	\$ 1,100	\$ 140
<b>TOTAL</b>	<b>100.00</b>	<b>\$ 976,210</b>	<b>\$ 95,000</b>	<b>\$ 1,071,210</b>	<b>100.00</b>	<b>\$ 1,004,257</b>	<b>\$ 95,000</b>	<b>\$ 1,099,257</b>	<b>\$ 28,158</b>
								<b>Total proposed increase for 2015</b>	<b>2.6%</b>

**Otonabee Region Conservation Authority  
2015 Proposed Operations Budget**

	Plan Review & Permitting Services		Conservation Lands Program		Watershed Management Program		Corporate Services		Total	
Expenses	2014	2015	2014	2015	2014	2015	2014	2015	2014	2015
<b>Salaries, Benefits &amp; Training</b>	\$ 430,379	\$ 436,045	\$ 333,255	\$ 356,645	\$ 362,266	\$ 358,533	\$ 376,550	\$ 379,769	\$ 1,502,455	\$ 1,530,993
<b>Insurance, Taxes &amp; Utilities</b>	900	1,200	43,825	43,550	8,900	8,600	50,860	58,200	\$ 104,480	\$ 111,550
<b>Maintenance, Services &amp; Supplies</b>	7,150	7,670	79,100	77,480	43,125	47,825	59,300	60,100	\$ 188,675	\$ 193,075
<b>Travel &amp; Staff Expenses</b>	6,200	6,200	13,700	14,300	13,800	14,800	9,000	9,000	\$ 42,700	\$ 44,300
<b>Other Expenses</b>	-	-	17,300	16,900	4,000	3,500	41,500	41,500	\$ 62,800	\$ 61,900
<b>Professional Services</b>	20,000	20,000	1,000	2,000	27,000	27,000	7,000	7,000	\$ 55,000	\$ 56,000
<b>Vehicle Costs</b>	-	-	-	-	-	-	23,650	30,300	\$ 23,650	\$ 30,300
<b>Asset Purchases</b>	-	-	-	-	-	-	10,500	-	\$ 10,500	\$ -
<b>Transfer to reserves</b>	1,500	1,500	-	-	-	-	-	-	\$ 1,500	\$ 1,500
<b>Total Expenses</b>	<b>\$ 466,129</b>	<b>\$ 472,615</b>	<b>\$ 488,180</b>	<b>\$ 510,875</b>	<b>\$ 459,091</b>	<b>\$ 460,258</b>	<b>\$ 578,360</b>	<b>\$ 585,869</b>	<b>\$ 1,991,760</b>	<b>\$ 2,029,618</b>
<b>Revenues</b>										
<b>Conservation Area Fees and Sales</b>	\$ -	\$ -	\$ 348,550	\$ 374,350			\$ -	\$ -	\$ 348,550	\$ 374,350
<b>Development and Planning Fees</b>	165,000	175,000	-	-			-	-	\$ 165,000	\$ 175,000
<b>Government Grants</b>	58,500	59,700	-	-	194,500	199,955	-	-	\$ 253,000	\$ 259,655
<b>OCF Project Support</b>	-	-	4,000	4,000			-	-	\$ 4,000	\$ 4,000
<b>Other Income</b>	-	-	3,500	10,500	202,500	162,900	39,000	39,000	\$ 245,000	\$ 212,400
<b>Transfer from reserves</b>	-	-	-	-					\$ -	\$ -
<b>Total Authority Generated Revenue</b>	<b>\$ 223,500</b>	<b>\$ 234,700</b>	<b>\$ 356,050</b>	<b>\$ 388,850</b>	<b>\$ 397,000</b>	<b>\$ 362,855</b>	<b>\$ 39,000</b>	<b>\$ 39,000</b>	<b>\$ 1,015,550</b>	<b>\$ 1,025,405</b>
<b>Proposed Levy Requirement</b>	<b>\$ 242,629</b>	<b>\$ 237,915</b>	<b>\$ 132,130</b>	<b>\$ 122,025</b>	<b>\$ 62,091</b>	<b>\$ 97,403</b>	<b>\$ 539,360</b>	<b>\$ 546,869</b>	<b>\$ 976,210</b>	<b>\$ 1,004,213</b>
<b>Total revenues</b>	<b>\$ 466,129</b>	<b>\$ 472,615</b>	<b>\$ 488,180</b>	<b>\$ 510,875</b>	<b>\$ 459,091</b>	<b>\$ 460,258</b>	<b>\$ 578,360</b>	<b>\$ 585,869</b>	<b>\$ 1,991,760</b>	<b>\$ 2,029,618</b>



**Otonabee Region Conservation Authority**  
**2015 Proposed Capital & Other Projects**

	Expenses	Revenue					
		Government Grants	Special Levies	Capital Levy from prior years	Other Income	Proposed Capital Levy	Total
<b>Capital Projects Summary</b>							
<b>Administration</b>							
Furnace	4,000				4,000		4,000
Office Renovations	15,000					15,000	15,000
Vehicle Purchase	14,000				14,000		14,000
<b>Conservation Areas</b>							
CA Improvements	25,000				25,000		25,000
WCA Comfort Station Loan Repayment	15,000					15,000	15,000
<b>Dams and Water Monitoring Network Gauges</b>							
Engineering Services DSR's	40,000					40,000	40,000
Millbrook Dam ESR	100,000	50,000			25,000	25,000	100,000
Gauge Monitoring Network	10,000			10,000			10,000
<b>Watershed Management Projects</b>	71,600				71,600		71,600
<b>Total Expenses &amp; Revenue</b>	<b>294,600</b>	<b>50,000</b>	<b>-</b>	<b>10,000</b>	<b>139,600</b>	<b>95,000</b>	<b>294,600</b>



Appendix E

**2015 Peterborough County/City Health Unit Budget**

**PETERBOROUGH COUNTY CITY HEALTH UNIT****Draft January 5, 2015****DRAFT 2015 PUBLIC HEALTH (Including SDW & Enhanced CINOT) BUDGETS – Operations Only**

See additional pages for additional Costs King St.

	<b>2015</b>	<b>2014</b>	<b>Change</b>	<b>%</b>
	<b>Budget</b>	<b>Budget</b>		<b>Increase</b>
<b>EXPENDITURES</b>				
1 Salaries and wages	5,276,715	5,186,171	90,544	1.75%
2 Employee benefits	1,438,639	1,398,290	40,349	2.89%
% benefits of salary and wages	27.96%	26.96%		
3 Staff Education	5,050	5,000	50	1.00%
4 Staff Training	31,199	30,890	309	1.00%
5 Board Training and Employee Recognition	44,801	41,753	3,048	7.30%
6 Travel	77,636	83,636	-6,000	-7.17%
7 Building Occupancy	292,690	237,977	54,713	22.99%
8 Office Expenses, Printing, Postage	34,480	33,148	1,331	4.02%
9 Materials, Supplies	391,786	332,462	59,325	17.84%
10 Office Equipment	12,462	7,388	5,074	68.68%
11 Professional and Purchased Services	349,143	335,290	13,853	4.13%
12 Communication costs	122,572	121,359	1,214	1.00%
13 Information and Information Technology Equipment	57,431	56,862	569	1.00%
<b>EXPENDITURES</b>	<b>8,136,619</b>	<b>7,872,240</b>	<b>264,377</b>	<b>3.36%</b>
<b>FEES &amp; OTHER REVENUES</b>				
14 Expenditure Recoveries Flu, HPV, MenC	21,335	37,300	-15,965	-42.80%
15 Expenditure Recoveries & Offset Revenues	488,738	378,788	109,949	29.03%
<b>FEES &amp; OTHER REVENUES</b>	<b>510,073</b>	<b>416,088</b>	<b>93,984</b>	<b>22.59%</b>
<b>NET EXPENDITURES - Cost Shared Budget</b>	<b>7,626,546</b>	<b>7,456,152</b>	<b>170,394</b>	<b>2.29%</b>
<b>PARTNER CONTRIBUTIONS – 2014</b>				

**PETERBOROUGH COUNTY CITY HEALTH UNIT****Draft January 5, 2015****DRAFT 2015 PUBLIC HEALTH (Including SDW & Enhanced CINOT) BUDGETS – Operations Only**

See additional pages for additional Costs King St.

	2015	2014		%
	Budget	Budget	Change	Increase
16 Ministry of Health & Long-Term Care	5,701,656	5,538,277	163,379	2.95%
17 County of Peterborough	780,042	757,659	22,383	2.95%
18 City of Peterborough	1,118,199	1,086,142	32,057	2.95%
19 Curve Lake First Nation	9,236	8,977	259	2.89%
20 Hiawatha First Nation	2,984	2,900	84	2.90%
21 Local Reserves needed to match Province	0	7,530	-7,530	-100.00%
<b>FUNDING PARTNER CONTRIBUTIONS</b>	<b>7,612,117</b>	<b>7,401,485</b>	<b>210,632</b>	<b>2.85%</b>
<b>Excess Expense over Revenue funded from Program reserves</b>	<b>-14,429</b>			

**Salary & Benefit Assumptions**

- 1 ONA & CUPE agreement increases October 1, 2014 & October 1, 2015 as per Executive
- 2 OPSEU and Non Union increases April 1, 2014 & April 1, 2015 per contract
- 3 OMERS rates are known, YMPE is estimate
- 4 All other benefits are based on estimated rate increases to 2014 rates
- 5 No allowance for salary adjustments such as 2015 Pay Equity or Management compensation review
- 6 Full-time Human Resources position started January 1, 2015 funded from part of the savings of not replacing an administrative assistant position and through savings from tendering liability insurance \$17,000 and remainder from tendering non statutory benefits.

**Other Assumptions**

Budget includes Cost-shared: Mandatory prgs, CINOT, cost shared SDW and Flu, HPV and Men C activities.

No allowance has been made to deal with non-union compensation report

Allows for 1% inflation in 2015.

Assumes province will continue funding 100% of enhanced MOH salary - currently there is no agreement.

Assumes no significant change to HPV or MenC immunization levels.

Budget does not consider any significant changes to operational plans which could increase or decrease costs.

Allocation of local contributions between City and County based on published 2011 population census data.

First Nation allocations are estimate of per-capita cost based on band provided population number.

The budget assumes that the Board will tender non statutory benefits and save \$48,000

Increases to Materials &amp; Supplies and Purchased Services are largely offset by increased revenues.

Memberships increased for ALPHA rate increase.

There is a limited risk that there may be costs associated with Provinces planned changes to Dental programs

**PETERBOROUGH COUNTY CITY HEALTH UNIT**

Draft Jan 5, 2015

**DRAFT 2015 PUBLIC HEALTH BUDGET – Additional operating costs King Street**

	<b>2015 Budget</b>	<b>2014 Budget</b>	<b>Change</b>
<b>EXPENDITURES</b>			
Occupancy and Mortgage costs	520,000	0	520,000
<b>EXPENDITURES</b>	<b>520,000</b>	<b>0</b>	<b>520,000</b>

**PARTNER CONTRIBUTIONS – 2015**

Ministry of Health (Cost Shared Programs)	390,000	0	390,000
County of Peterborough	52,870	0	52,870
City of Peterborough	75,817	0	75,817
Curve Lake First Nation	626	0	626
Hiawatha First Nation	202	0	202
Local Reserves needed to match Provincial fur	485	0	485
<b>FUNDING PARTNER CONTRIBUTIONS</b>	<b>520,000</b>	<b>0</b>	<b>520,000</b>

**PETERBOROUGH COUNTY CITY HEALTH UNIT**

Draft Jan 5, 2015

**DRAFT 2015 PUBLIC HEALTH BUDGET – Related to Building and Move**

	<b>2015 Budget</b>	<b>2014 Budget</b>	<b>Change</b>
<b>EXPENDITURES</b>			
Anticipated one-time Move\Capital costs	1,794,690	0	1,794,690
<b>EXPENDITURES</b>	<b>1,794,690</b>	<b>0</b>	<b>1,794,690</b>

**PARTNER CONTRIBUTIONS – 2015**

Ministry of Health (Cost Shared Programs)	1,346,018	0	1,346,018
County of Peterborough	182,475	0	182,475
City of Peterborough	261,666	0	261,666
Curve Lake First Nation	2,161	0	2,161
Hiawatha First Nation	698	0	698
Local Reserves needed to match Provincial funding	1,672	0	1,672
<b>FUNDING PARTNER CONTRIBUTIONS</b>	<b>1,794,690</b>	<b>0</b>	<b>1,794,690</b>

**2015-2024 Capital Budget Justification  
Other Capital Assets**

CAP Form 1 (Other)

Department: Corporate Services

Budget Reference #: 3-4.05

Division: Financial Services

**Project Name & Description**

**County City Health Unit – One Time City Share – 185 King Street**

**Commitments Made**

On August 6, 2013, based on Report CP13-006 dated July 29, 2013, Contribution to Peterborough County-City Health Unit Relocation, Council approved a series of recommendations that would permit the CCHU to move to 185 King Street under certain conditions, including recommendation b) i) which read as follows:

That the City of Peterborough approves in principle the sale of 10 Hospital Drive and the purchase of 185 King Street and the relocation of the Peterborough County-City Health Unit subject to all conditions of purchase and sale being satisfied to the satisfaction of the Board of the Peterborough County-City Health Unit and subject to the following additional conditions set by City Council:

- i) City Council approves a detailed final business case to be submitted by the Board to City Council, prior to the final closing date, that sets out all relevant financial details including specific ongoing operating and capital impacts to the City of Peterborough resulting from the sale of 10 Hospital Drive, the purchase of 185 King Street, and the relocation of the Peterborough County-City Health Unit.
- ii) That the City of Peterborough be granted the Right of First Refusal to lease excess space at 185 King Street for the Provincial Offences Office and Court.

**Effects on Future Operating Budgets**

It is anticipated that if the CCHU moves, there would be an increase in the CCHU's operating request to the City of Peterborough. An additional amount of \$40,587 has been included in the 2015 operating budget.

**Project Detail, Justification & Reference Map**

In anticipation of the conditions being met and Council giving final approval, the Board of Health is asking its funding partners for their share of the capital costs to facilitate the move. The City's share is \$261,700 and is spread over the years 2014 - 2016. The 2015 amount is \$89,700.

# City of Peterborough

## Other Capital Assets

### Ten Year Capital Budget Estimates

2015-2024 & Subsequent Years  
(\$000's)

		Project Total	Approved Pre-2015	REQUESTED									2025 to 2039
				2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
DEPARTMENT	Corporate Services												
DIVISION/ACTIVITY	Financial Services												
PROJECT DESCRIPTION	CCHU -City Share - 185 King St												
PROJECT #	3-4.05												
<b>EXPENDITURES</b>		261.7	82.3	89.7	89.7								
CONTRACTUAL SERVICES													
<b>PROJECT TOTAL</b>		<u>261.7</u>	<u>82.3</u>	<u>89.7</u>	<u>89.7</u>								
<b>DIRECT REVENUE</b>													
SUBSIDIES													
OTHER													
<b>TOTAL DIRECT REVENUE</b>													
<b>NET REQUIREMENTS</b>		<u>261.7</u>	<u>82.3</u>	<u>89.7</u>	<u>89.7</u>								
TO BE FINANCED FROM:													
DEBENTURES													
Tax Supported													
<b>TOTAL DEBENTURE FINANCING</b>													
DEVELOPMENT CHARGES													
<b>TOTAL DEVELOPMENT CHARGES</b>													
Capital Levy Reserve		69.9	69.9										
<b>TOTAL OTHER FINANCING</b>		<u>69.9</u>	<u>69.9</u>										
<b>CAPITAL LEVY</b>		<u>191.8</u>	<u>12.4</u>	<u>89.7</u>	<u>89.7</u>								

Appendix F

## **2015 Peterborough Economic Development Budget**



# GPA EDC - 2015 Budget - Revenue Summary

	2014 Forecast	2015 Budget	Net % Increase	2015 In Kind Contributions
<b>CORE REVENUE:</b>				
<b>CITY OF PETERBOROUGH</b>				
Core Funding (see Note 1)	898,778	921,247	2.5%	
Less Physician Recruiting (see Note 2)	-	(8,748)		
	898,778	912,499		-
<b>COUNTY OF PETERBOROUGH</b>				
Core Funding (see Note 1)	642,337	658,395	2.5%	
Less Physician Recruiting (see Note 2)	-	(6,252)		
	642,337	652,143		-
<b>TOTAL CORE FUNDING</b>	<b>1,541,115</b>	<b>1,564,642</b>		-

## APPENDIX C REQUESTS BY CITY & COUNTY:

<b>CITY OF PETERBOROUGH</b>				
Sustainable Peterborough	35,000	35,000		
Climate Change Project (see Note 3)	-	22,000		
Airport Marketing	100,000	100,000		
<b>COUNTY OF PETERBOROUGH</b>				
Sustainable Peterborough	35,000	35,000		
<b>TOTAL APPENDIX C REQUESTS</b>	<b>170,000</b>	<b>192,000</b>		-

## APPENDIX C REQUESTS BY PETERBOROUGH ECONOMIC DEVELOPMENT

### ONE-TIME SPECIAL FUNDING:

<b>CITY OF PETERBOROUGH</b>				
TMAC Conference (see Note 4)	-	50,000		50,000
<b>COUNTY OF PETERBOROUGH</b>				
TMAC Conference (see Note 4)	-	25,000		25,000
<b>TOTAL ONE-TIME SPECIAL FUNDING</b>	<b>-</b>	<b>75,000</b>	<b>3.7%</b>	<b>75,000</b>

<b>TOTAL CITY &amp; COUNTY</b>	<b>1,711,115</b>	<b>1,831,642</b>		<b>75,000</b>
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### NOTES:

1. Per paragraph 5.02 of the MOU, the increase over 2014 is at least equal to the National Consumer Price Index for the previous year.
2. Physician Recruiting will be moved to the Primary Health Care Services of Peterborough in July 2015. Revenues (pro-rated between City and County) and expenses have decreased by \$15,000.
3. Sustainable Peterborough, a City-County initiative housed within GPA EDC, received City funding for this project as a result of federal and provincial grants.
4. An incremental \$75,000 financial and \$75,000 in kind Appendix C request is required in order to execute TMAC (Travel Media Association of Canada) Conference successfully. The conference will bring 200-250 member delegates from across Canada with approximately 40% being media professionals. PED is hosting on behalf of the City and County and expects significant promotion and media coverage of the region as a result.

# GPA EDC - 2015 Budget Detail

	2014 Forecast	2015 Budget	% 2015 Budget
<b>REVENUE</b>			
<b>CORE FUNDING</b>			
City of Peterborough	898,778	912,499	
County of Peterborough	642,337	652,143	
	1,541,115	1,564,642	67%
<b>CITY APPENDIX C REQUESTS</b>			
Sustainable Peterborough	35,000	35,000	
Climate Change Project	-	22,000	
Airport Marketing	100,000	100,000	
TMAC Conference	-	50,000	
<b>COUNTY APPENDIX C REQUESTS</b>			
Sustainable Peterborough	35,000	35,000	
TMAC Conference	-	25,000	
	170,000	267,000	11%
<b>TOTAL CITY &amp; COUNTY</b>	<b>1,711,115</b>	<b>1,831,642</b>	<b>78%</b>
<b>OTHER GOVERNMENT GRANTS</b>			
Business Development (ICCI & EODP)	63,050	14,850	
Tourism	4,157	15,000	
Sustainable Ptbo (FCM)	29,167	87,500	
<b>Federal</b>	<b>96,374</b>	<b>117,350</b>	<b>5%</b>
Sustainable Ptbo (OTF)	25,000	75,000	
Tourism	3,585	99,000	
Admin (RED)	22,000	10,000	
Business Advisory Centre (MEDT)	154,000	151,000	
<b>Provincial</b>	<b>204,585</b>	<b>335,000</b>	<b>14%</b>
<b>OTHER SOURCES OF REVENUE</b>	<b>189,714</b>	<b>70,443</b>	<b>3%</b>
<b>Total Revenue</b>	<b>2,201,788</b>	<b>2,354,435</b>	<b>100%</b>
<b>EXPENSES</b>			
Business Development	1,067,763	1,188,579	49%
Tourism	603,062	691,649	29%
Facilities & Administration	530,963	474,207	20%
<b>Total Expenses</b>	<b>2,201,788</b>	<b>2,354,435</b>	<b>98%</b>
<b>Total Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	